

TITLE 14
STREETS AND SIDEWALKS

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Chapter 14.04

STREET NUMBERING AND NAMING

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14.04.010 General provisions

- (1) TITLE. This Ordinance shall be known and may be cited as the Addressing Ordinance of Dale, Indiana. (Ord. 2003-5, S1, part 1, Sept. 23, 2003)
- (2) COMPLIANCE. No structure shall be assigned an address or street named in any matter whatsoever in the incorporated areas of the Town of Dale, Indiana, except in full compliance with all provisions of this Ordinance. (Ord. 2003-5, S1, part 2, Sept. 23, 2003)
- (3) PURPOSE. The purpose of this Ordinance shall be to set standards for residences and other structure numbering and street naming in Dale, Indiana, and establish the authority and methods to be used when assigning addresses to properties in Dale, Indiana. These standards shall be used to establish residence locations which will be used in the implementation of an Enhanced 911 Emergency Response System in Dale, Indiana. It is intended to provide continuity, avoid duplication, and prevent general confusion regarding the location of developed parcels of land in Dale, Indiana. (Ord. 2003-5, S1, part 3, Sept. 23, 2003)
- (4) APPLICATION. It is not intended by this Ordinance to interfere with, abrogate or amend any covenants or other agreements between parties, nor is it intended by this Ordinance to repeal, abrogate or annul or in any way interfere with existing provisions of laws or ordinances not specifically repealed by this Ordinance, or any rules or regulations previously adopted or issued pursuant to law relating to the listing of contractors. (Ord. 2003-5, S1, part 4, Sept. 23, 2003)

- (5) SEVERABILITY. If any provision of this Ordinance or application of any provision to particular circumstances is held invalid, the remainder of the Ordinance or application of such provision to other circumstances shall not be affected. (Ord. 2003-5, S1, part 5, Sept. 23, 2003)
- (6) JURISDICTION. This Ordinance shall apply to all incorporated land within Dale, Indiana. (Ord. 2003-5, S1, part 6, Sept. 23, 2003)

14.04.020 Definitions.

- (1) ADDRESS PLANNING AUTHORITY. The Dale Town Council shall serve as the coordinating body in Dale, Indiana, with the responsibility for assigning street addresses within its addressing efforts with the Dale Plan Commission, Town Marshall, local postmaster, and large mailers in the Town, such as utilities, government, etc. (Ord. 2003-5, S2, part 1, Sept. 23, 2003)
- (2) BASE LINES. Existing recognizable lines which divide the town into quadrants or sectors. The intersection of Medcalf Street and Washington Street is the center point of the Town for addressing purposes. Medcalf Street and Washington Street generally form the base line for the town. (Ord. 2003-5, S2, part 2, Sept. 23, 2003)
- (3) BLOCK INTERVAL. The hundred number interval is the distance between grid lines, or the point where the next highest block number designation is used. (Ord. 2003-5, S2, part 3, Sept. 23, 2003)
- (4) CUSTOMER (ADDRESSEE). A family, individual, residence, business or industry which receives mail at a delivery point. (Ord. 2003-5, S2, part 4, Sept. 23, 2003)
- (5) FRONTAGE INTERVAL. The distance in foot frontage along a street or highway which is used to assign consecutive property numbers, beginning from the nearest grid or base line. (Ord. 2003-5, S2, part 5, Sept. 23, 2003)
- (6) GRID LINES. Imaginary lines or actual town streets which are located a specific distance from and perpendicular or parallel to base lines. These lines indicate the point where block numbers change from one hundred to the next higher hundred. Grid lines are used to standardize the numbering of parallel blocks at the same distance from the base lines. (Ord. 2003-5, S2, part 6, Sept. 23, 2003)
- (7) LOT. A lot is a designated parcel, tract, development or area of land which is either now being or will be used eventually for construction of a structure. (Ord. 2003-5, S2, part 7, Sept. 23, 2003)

- (8) OUT OF BOUNDS ADDRESS. An out of bounds address is a term used by the U.S. Postal Service to designate addresses that are out of sequence with other surrounding addresses. Often this occurs when mailboxes are located on the back street of a property that faces another street or on corner lots. (Ord. 2003-5, S2, part 8, Sept. 23, 2003)
- (9) PRIMARY ADDRESS NUMBER (CITY-TYPE ADDRESS). The numeric or alphanumeric component of a city-type address which precedes the street name. (Ord. 2003-5, S2, part 9, Sept. 23, 2003)
- (10) STRUCTURE. A residential home, apartment building, business or commercial building, industrial or manufacturing building, or publicly-owned building which fronts onto a public street or road. (Ord. 2003-5, S2, part 10, Sept. 23, 2003)

14.04.030 The Property Address Numbering System.

- (1) ADVANTAGES OF A PROPERTY ADDRESS NUMBERING SYSTEM. A street-numbering system and corresponding-property addresses provide individual structures with an exact geographic location in the Town of Dale, Indiana. City-type street/road addresses are necessary in order to provide a structure with a specific and more accurate identification for efficient mail deliver; to provide an easily identifiable geographic reference point for quick dispatch of police, fire and emergency rescue equipment; to provide utility companies with a permanent address record for billing and service calls tied to a specific structure; and to provide ease of location identification for friends, service vehicles or other individuals trying to locate a specific structure or a Dale street. A numbering system should make it easy for anyone to find the location of a town street or residential property in a short period of time and allow for a systematic expansion of address numbers as community growth occurs. (Ord. 2003-5, S3, part 1, Sept. 23, 2003)
- (2) THE GRID COORDINATE SYSTEM. Dale, Indiana, will structure the naming of its street system and the issuance of property addresses based on the Lyman/Purdue Street Numbering System. The system is better known as the Grid Coordinate System. The system utilizes two base lines which run at approximate right angles to each other to divide the town into quadrants. Most of the town streets are numbered based on their distance from the north-south and east-west base lines. (Ord. 2003-5, S3, part 2, Sept. 23, 2003)
- (3) STREET NAMES AND NUMBERS. Existing town street names will be retained where feasible. Some names will have to be changed to correct duplications, multiple namings of the same street, and other factors causing confusion. (Ord. 2003-5, S3, part 3, Sept. 23, 2003)

- (4) PROPERTY NUMBERING INTERVALS. Street addresses are assigned in increasing order from each base and grid line. Crooked streets and streets running at angles (not true north-south or east-west) will be addressed with the predominant north-south or east-west direction. (Ord. 2003-5, S3, part 4, Sept. 23, 2003)

14.040.040 Property Addressing.

- (1) ASSIGNMENT OF OFFICIAL PERMANENT PROPERTY ADDRESSES. All residences, commercial, industrial and public structures located in Dale, Indiana shall be assigned a permanent city-type street address. Structures located on the south side of an east-west street/road and those located on the east side of a north-south street/road shall have an odd numbered property address. Structures located on the north side of an east-west street/road and those located on the west side of a north-south street/road shall have an even number. In all situations, the Dale Plan Commission shall make the final determination of which street/road will be used for an address. The criteria for this determination will be based on the layout of the property, layout of the structure and other factors that may affect emergency services and mail delivery. Street addresses are to be assigned based on a measurement of the distance from the grid line to a line perpendicular to the address road/street that intersects one of the following: the structure; or the entrance to the property that contains the structure. (Ord. 2003-5, S4, part 1, Sept. 23, 2003)
- (2) PLACEMENT AND SIZE OF ADDRESS NUMBERS. Once a property address has been assigned by the Dale Plan Commission to a specific structure, it shall be the responsibility of the property owner to provide visible and current address numbers on both the structure and on the mailbox. The letters and numbers on the mailbox shall be in compliance with U.S. Postal Service regulations and recommendations. The house numbers shall be at least three inches (3") in height. The color of the numbering shall be in contrast to its background. The address shall be placed on both sides of the mailbox. In cases where an address is considered an "out of bounds" address, the address name of the road/street shall also be placed on both sides of the mailbox. The letters and numbers placed on structures shall be at least three inches (3") in height. The letters and numbers shall be placed on the main level in a location which faces the street upon which it is addressed and near a main entry way and placed higher than the height of the entry way. The color of the lettering shall be in contrast to its background. If side or back entry ways open to a street, road or alley different from the address, the side of the structure shall also have the full address, including address road/street name property displayed. In situations where the mailbox is not located at the entrance to the property and address numbers on the structure are not easily visible from the

road, a sign displaying the address with at least three inches (3") lettering shall be placed at the entrance to the property. The lettering color shall be in contrast to its background. An alternative method shall be to paint the address on the curb in front of the structure. The lettering on the curb shall be at least three inches (3") in height in black with a white background. (Ord. 2003-5, S4, part 2, Sept. 23, 2003)

14.04.050 Responsibility for Property Addressing and Street Numbering.

- (1) PLAN COMMISSION RESPONSIBILITIES. In the incorporated areas of the Town of Dale, Indiana, the responsibility for the issuance of street addresses shall be assigned to the staff of the Dale Plan Commission. Section 36-7-4-405 of the Indiana Code grants a plan commission the power to prescribe an numbering system, assign street numbers, and approve the naming of all streets in platted subdivisions. The Dale Plan Commission shall issue and keep a permanent record of all issued-property addresses within its jurisdiction and share said addresses with local postal authorities and E-911 personnel. Determination of street names or changes in such names shall be the sole responsibility of the Dale Plan Commission. The Dale Plan Commission shall have a final approval in the naming of streets in platted subdivisions, mobile home parks, commercial or industrial business parks, etc. under its jurisdiction. (Ord. 2003-5, S5, part 1, Sept. 23, 2003)

14.04.060 Requirements for obtaining Street Addresses. A person or business who submits an application to build a new structure in the Town of Dale, Indiana, shall submit a plat or site plan as is normally required to obtain a building permit. Prior to issuance of a building permit, the Dale Plan Commission shall issue an official permanent street/road address for the structure. It is the official address that will be forwarded to postal officials, the Spencer County Auditor, and local utilities. No other address shall be used for identification of the structure. In no case shall an individual or business be permitted to assign an address to their property or a structure on that property. (Ord. 2003-5, S6, Sept. 23, 2003)

14.04.070 Enforcement. The readdressing project is designed to replace all addresses within the Town of Dale, Indiana's, jurisdiction with new addresses described in this ordinance. Upon completion of the readdressing project, all properties within the jurisdiction of the Town of Dale, Indiana, shall be required to be in full compliance of this ordinance within ninety (90) days of notice of new assigned addresses, or within ninety (90) days of completion of the entire project if not assigned a new address. (Ord. 2003-5, S7, Sept. 23, 2003)

14.04.080 Effective date. This ordinance shall be in full force and effect from and after its adoption. Passed and enacted by the Town Council of the Town of Dale, Indiana on the 23rd day of September 2003. (Ord. 2003-5, S8, Sept. 23, 2003)

Chapter 14.20

EXCAVATIONS IN PUBLIC STREETS

Sections:

14.20.010 Petition filed prior to disturbing any street

14.20.020 Petition contents

14.20.030 Bond required

14.20.040 Inspection report

14.20.050 Penalty for violation

14.20.010 Petition filed prior to disturbing any street. Prior to the cutting, breaking, disturbing of the existing surface of any Town Street, Town Right-of-Way, or Utility Line of whatever nature, within the Corporate limits of the Town of Dale, a petition shall be filed with the Clerk of the Board of Trustees for consideration by the Board of Trustees to grant permission thereto. (Ord. 1973-3, Paragraph 1, March 5, 1973)

14.20.020 Petition contents. Said petition shall consist of a description of what public property is to be disturbed; and a covenant wherein the petitioner agrees and binds himself to restore repair to the original condition, all breaks and cuts in the street, paving surfaces, and utility lines; and furthermore covenants to refill and tamp and level all excavations so as to maintain original surface levels as nearly as possible on all Town rights-of-way; and to avoid prolonged or unnecessary obstruction to the public streets or utility service. (Ord. 1973-3, Paragraph 2, March 5, 1973)

14.20.030 Bond required. Permission shall only be granted by said Board of Trustees upon the acceptance of a surety bond to be filed by petitioners, payable to the Town of Dale, the amount of such bond to be determined by the Town Board, based on the project involved; and with surety on said bond to the written approval of said board; said Bond shall furthermore obligate the petitioner to restore the street, right-of-way line or utility line to its original condition and to pay any damages inflicted, caused, or in any way occasioned by the petitioner to any street, right of way, or utility line or any private person firm or corporation. (Ord. 1973-3, Paragraph 3, March 5, 1973)

14.20.040 Inspection report. Said Bond shall apply only to the property described in the petition, and shall extend from the date of its issuance until such total project is fully completed. Petitioner shall then be released from the agreement and this bond discharged upon the satisfactory report of inspection made by the Trustees of the Town Board or an inspector appointed by the Town Board. (Ord. 1973-3, Paragraph 4, March 5, 1973)

14.20.050 Penalty for violation. The penalty for violation of this Ordinance shall be the sum of one hundred dollars (\$100.00), to be paid for the correction of any damages done to Streets, rights-of-way, sewers and water mains, or other utility; each day the petitioner shall be in default hereunder shall be a separate and distinct violation hereof. (Ord. 1973-3, Paragraph 5, March 5, 1973)